

Santa Maria Cemetery District

Board Minutes

Location of Meeting:

511 E. Lakeside Parkway, Santa Maria, CA 93454

Meeting Date 4/10/23

CALL TO ORDER: The regular meeting was called to order by the Chairman at 9:00 A.M.

Chairman, Lee Diaz; Trustee, Bob Engel; Trustee, Mark Evans; Trustee, John Tunnell

OTHERS PRESENT: Brendan Hannegan, District Manager; Carrie Troup, CPA, Karen O'Neil, Kirk & Simas; Anthony Principe, Kirk & Simas

The Board reviewed and approved the minutes of the March 13th, 2023 Board Meeting. Motion by Evans, second by Tunnell. Ayes: Diaz, Engel, Evans; Tunnell. Motion carried.

PUBLIC COMMENT: There was no public comment.

The Board recessed to closed session 9:05 A.M.

CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

**Initiation of litigation pursuant to subdivision (c) of Section 54956.9
(3 cases)**

Reconvene to open session 9:36 A.M.

Report from Closed Session:

No Action Taken

ITEMS FOR ACTION/OLD BUSINESS:

- a) The Board reported on the phase II expansion / new office project. They discussed the location of public restrooms. The Board analyzed the projected financing needs for the remaining portion of the expansion project.**
- b) Karen O'Neil of Kirk & Simas reported on the Ranger Security agreement. She will provide an update next month.**
- c) The Board discussed the pending appointment of a new Board member.**
- d) The Board reviewed the next steps in the upcoming SEIU Local 620 Notice to Commence Negotiations.**

ITEMS FOR ACTION/NEW BUSINESS:

- a) District Manager Hannegan reported on the CAPC Conference he and President Diaz attended March 23rd-25th.**
- b) District Manager Hannegan reported on general District operations and briefed the Board on the upcoming clean-up week May 1st through May 5th. He is working on updated clean-up procedures that help to meet the needs of community members.**

Services Report:

- a) Recap of the March burial information: Services: 41; 24 Casket, 16 Cremation, 1 Disinterment: 15 Casket at need, 10 Casket pre-need, 4 Cremation at need, 1 Niche at need, 2 Niche pre-need.

FINANCIAL REPORT: Carrie Troup, C.P.A. The Board discussed the financial report and the upcoming 2023/24 budget. The Board reviewed and approved the negotiated services agreement to be signed at the next regular meeting after review by Kirk & Simas. Motion by Engel, second by Evans. Ayes: Engel, Evans, Tunnel, Diaz. Motion carried.

TRUSTEE REPORTS:

- a) Chairman Diaz-Gave a recap of the CAPC Conference he attended last month.
- b) Trustee Evans- Discussed watering of the grounds.
- c) Trustee Tunnell- None.
- d) Trustee Engel – Reported on security priorities and discussed the need for adding more trees to the district landscaping plans.

The next regular Board meeting is scheduled for May 8th, 2023.

The meeting was adjourned at 12:30 PM. Motion by Engel, second by Evans. Ayes: Diaz, Evans, Engel, Tunnell. Motion carried.